

Alabama Medicaid Agency
RFP Number 2015-MCMS-01
2nd Round of Questions and Formal Responses
August 20, 2015

| Row | Page # | Section | Question | Medicaid's Response |
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| 1 | 24 and 45 | M. Requirements for Care Coordinators VI. Corporate Background and References, | A. Who's resumes need to be in the Proposal response? B. Is there a format for these resumes? | A. As indicated in Section M. Requirements for Care Coordinators , The Vendor's Proposal must present a plan (i.e., draft policies or documents deemed necessary) to describe how it will meet the requirement of Section M Requirements for Care Coordinators . The Proposal must contain resumes for all Care Coordinators. In addition, as indicated in Section VI.b.4 Corporate Background and References , entities submitting Proposals must provide a description of the Vendor's organization, including names and resumes of Senior Managers and Partners in regards to this contract. B. No, the RFP does not contain a required format. |
| 2 | 49 | VII.L Submission Requirements | A. Should the RFP Cover Sheet and the firm and fixed price breakdown be included in the copies of the binders as well as the originals? B. On the electronic copies as well? | A. Yes B. Yes |
| 3 | 46 through 59 | VII, Submission Requirements VIII Evaluation and Selection Process IX General Terms and Conditions | On the sections beginning with Section VII, Submission Requirements, followed by Evaluation and Selection and General Terms and Conditions, are we supposed to restate what is in that section and include it as part of the Proposal? Or just state that we understand each section. There doesn't seem to be any reason to restate that we know where to mail it, | Sections VII, Submission Requirements contains information about the RFP submission requirements. The RFP does not indicate that the Vendor must present a plan (i.e., draft policies or documents deemed necessary) to describe how it will meet the following requirement nor does the RFP require the Vendor to submit an acknowledgment and comply statement. Section VIII Evaluation and Selection Process As stated in Section VIII. Evaluation and Selection Process "The Vendor's Proposal must contain an "acknowledgment and comply statement" regarding each of the requirements listed in Section VIII. |

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| | | | and that we know it needs to be signed, etc. Can you elaborate? | Sections IX General Terms and Conditions contains information about terms and conditions of the RFP. The RFP does not indicate that the Vendor must present a plan (i.e., draft policies or documents deemed necessary) to describe how it will meet the following requirements nor does the RFP require the Vendor to submit an acknowledgment and comply statement. |
| 4 | 41 and 42. | III Pricing | We don't do this ourselves, this is done by Medicaid? Correct? And, we just attest that we realize this? | Section III Pricing contains the requirements for pricing. Please reference each section, <u>in detail</u> , for the RFP submission requirements. In addition, as stated in Section III Pricing , the Vendor's Proposal must include an "acknowledgement and comply" statement regarding guidelines in this section. |
| 5 | | | When will the Q&As be posted? | Questions and Answer will be posted according to Section B. Schedule of Events and any amendment thereof to the RFP. |
| 6 | | | Where on Medicaid's website are the questions and answers for the RFP? | As indicated in Section VII.C Submission Requirements, RFP Documentation "all documents and updates to the RFP including, but not limited to, the actual RFP, questions and answers, addenda, etc., will be posted to the Agency's website at www.medicaid.alabama.gov ". Once accessing the website, click Newsroom and then Procurement. |
| 7 | Page 64 | Appendix A | <p>A. If a Vendor has not provided services outside the Medicaid MCP, where should references come from?</p> <p>B. Are references from former DHCPs, hospital administrators, community partners acceptable? If not, please provide specific guidance as to what type of references meet this requirement.</p> | <p>A. Please reference Amendment One of the RFP, Section VI, Corporate Background and References, page 46, which adds Section d. as follows:</p> <p>d. Furnish three (3) references for projects of similar size and scope, including contact name, title, telephone number, and address. You may not use any Alabama Medicaid Agency personnel as a reference.</p> <p>B. References must be of similar size and scope, including contact name, title, telephone number, and address. A reference cannot be an Alabama Medicaid Agency personnel. Reference sources to meet these guidelines is a decision of the Vendor.</p> |

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| 8 | | | RFP page 46 states resumes are needed for Senior Manager and Partners in regards to this contract. I agree Senior to relate to the Maternity Care Program daily operations Director and Department Managers (ie Care Coordinator Supervisor and QA Coordinator) and parent organization higher level administrative staff. However, is a resume on each individual care coordinator at the provider level really needed; they are not considered "Senior" management? | Yes, as indicated in Section M. Requirements for Care Coordinators , the Vendor's Proposal must present a plan (i.e., draft policies or documents deemed necessary) to describe how it will meet the requirement of Section M Requirements for Care Coordinators . The Proposal must contain resumes for all Care Coordinators. |
| 9 | 16 | II.E.d, Healthcare Professional, Provider Network | What should a potential Vendor do in the event that there is no delivering health care professional with which to contract within 50 miles of a certain portion of a district? | Please Reference Section F.6 Provider Network of the 2016 Operational Manual , which states in part "Primary Contractors must have a delivery system that meets Medicaid standards. Primary Contractors shall ensure that this delivery system promotes continuity of care and quality care. Primary Contractors must provide all medically necessary services as covered services following Medicaid policies and procedures. The Primary Contractor must contract with subcontractors who are geographically appropriate (50 miles) to recipients within the district. If there are no in-district providers that would ensure that every recipient meets the 50 miles requirement, the Primary Contractor is responsible for establishing a network of providers and may have to pursue contracts with out of district providers. |
| 10 | | | <p>A. A potential Vendor is required to provide 3 project references for projects of a similar scope, but cannot include Medicaid.</p> <p>B. Would references for 3 DHCPs be acceptable? If not, please help us</p> | <p>A. Please reference Amendment One of the RFP, Section VI, Corporate Background and References, page 46, which add Section d. as follows: d. Furnish three (3) references for projects of similar size and scope, including contact name, title, telephone number, and address. You may not use any Alabama Medicaid Agency personnel as a reference.</p> <p>B. References must be of similar size and scope, including contact name, title, telephone number, and address. A reference cannot be an</p> |

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| | | | understand what we need to submit in response to this requirement. | Alabama Medicaid Agency personnel. Reference sources to meet these guidelines is a decision of the Vendor |
| 11 | | | A potential Vendor asked if all physicians in a group have to sign an LOI. Medicaid answered that they do. We interpreted the text of the original RFP to require only the signature of someone authorized to sign by a practice with a list of service providers affiliated with the practice. This interpretation would be consistent with the most recent ITB as well. We ask that you reconsider the requirement that all physicians in a group execute the LOI, or at a minimum, allow additional time for these signatures to be obtained after the RFP responses are submitted. | <p>Medicaid has reconsidered this RFP requirement. Due to Letters of Intent are used to determine network adequacy, Medicaid had not changed the requirement as stated in the in the RFP, Section D.g, Maternity Care Program Guidelines. “The Vendor must submit Letters of Intent to Contract (Attachment Four-A of the Maternity Care Operational Manual) from each subcontractor, if the use of subcontractors is necessary to meet the requirements of this RFP. The Letters of Intent to Contract must be signed by an individual authorized to legally bind the subcontractor to perform the scope of work as assigned, stating:</p> <ul style="list-style-type: none"> i. The general scope and volume of work to be performed by the subcontractor. ii. The subcontractor’s willingness to perform the work indicated. iii. The names and titles of individuals who will be responsible for the subcontractor’s efforts. iv. The rate or methodology (if a varying rate is to be paid) of reimbursement to be received for the subcontractor’s efforts. “ <p>In addition, as stated in Section II. Scope of Work. A.2 Standards, in part, “The Vendor’s Proposal must present a plan to describe how (i.e., draft policies and procedures, or documents deemed necessary) it will meet each of the following requirements listed below. Procure a network of subcontractors within 50 miles of all areas in their district. A GPS mapping attachment is required to support this requirement. This is determined through the RFP evaluation process using Letter of Intent to Contract (Attachment Four-A of the Maternity Care Program Operational Manual) from all subcontractors which must list sites where they are located.”</p> |